

## CONSTITUTION OF THE COUNCIL OF CHAIRS

### DIVISION I

#### GENERAL PROVISIONS

##### Article 1

##### Name and Purpose

##### Section 1.1.1

The name of this organization shall be the Council of Chairs

##### Section 1.1.2

The purpose of the Council of Chairs is to provide a forum whereby chairs and directors of academic units may discuss any issue of interest and relevance to departments and schools and formulate policy recommendations for consideration by the Deans, the Provost, and the President as established in the Faculty Handbook.

### DIVISION II

#### MEMBERSHIP

##### Article 1

##### Composition

##### Section 2.1.1

The membership of the Council of Chairs shall be composed of representatives from full-time chairs and directors of designated academic units, with full-time, tenure-track faculty. Their election shall be determined by each college and the libraries, with no academic unit electing more than one representative.

##### Section 2.1.2

The number of elected representatives with voting status shall be as follows: up to three representatives from each college and one representative from University Libraries.

The Council may invite persons to serve as liaisons from units not meeting the criteria for membership outlined in Section 2.1.1 of the Constitution. Liaisons are non-voting participants.

##### Article 2

##### Term of Office

##### Section 2.2.1

Representatives shall serve staggered three-year terms and may be re-elected.

##### Section 2.2.2

Terms of Council representatives shall begin on July 1.

##### Section 2.2.3

Vacancies shall be filled within one month of their occurrence.

##### Article 3

##### Eligibility Requirements

Section 2.3.1            The deans of each college and the Dean of Libraries shall determine the manner of selecting representatives to the Council of Chairs in their respective units. Each dean provides the names of the representatives to the Chair of the Council each June.

### **DIVISION III            OFFICERS**

#### **Article 1                Executive Committee Members**

Section 3.1.1            The officers of the Council of Chairs shall consist of chair, chair-elect, secretary/treasurer. Each shall serve one year terms. Officers will be chosen during the June Council meeting.

### **DIVISION IV            AMENDMENTS AND BYLAWS**

#### Article 1                Amendments to the Constitution

Section 4.1.1            An amendment to the Constitution may be initiated by any representative and becomes effective when approved by a two-thirds vote of the total voting membership of the Council and by the Provost.

#### Article 2                Bylaws

Section 4.2.1            By a majority vote of its total voting membership and with the approval of the Provost, the Council shall establish bylaws, consistent with this constitution, governing the conduct of the business of the Council.

Section 4.2.2            An amendment to the Bylaws may be initiated by any representative and becomes effective when approved by a majority vote of its total voting membership and with the approval of the Provost.

June 2, 2004

Amended Sept. 15, 2014